

~~SECRET~~
EYES ONLY

Handwritten: Special Panel

15 JUL 1969

MEMORANDUM FOR: Director of Research and Development

THROUGH: Special Panel, CSP

SUBJECT: 25X1A9a
Recommendation for Promotion -
[REDACTED]
GS-05 to GS-06

25X1A9a

1. [REDACTED] entered on duty with the Applied Physics Division on 9 July 1968 as a Clerk-Stenographer, GS-04. She received a promotion from GS-04 to GS-05 in June 1969.

25X1A9a

2. [REDACTED] is currently assigned to the Counter-measures Branch of the Applied Physics Division. In addition to the regular secretarial requirements of the C/M Branch, a considerable portion of her time is spent on work generated as a result of the TSCC R&D Subcommittee. This work includes typing and mailing of the Minutes of the R&D Subcommittee, handling arrangements for these meetings, maintaining the membership list and files for the Committee as well as their Library. During the past few months, [REDACTED] has been carrying out the project of arranging for all the material in this Library to be put on microfilm. She has handled this project with a minimum of supervision in a very efficient manner. All in all, over the past three years, [REDACTED] has shown a great deal of progress. This is especially reflected in her maturity and attitudes in relation to her work, and her overall contributions to the efficiency of the office.

25X1A9a

25X1A9a

3. It is recommended that [REDACTED] be promoted from a GS-05, step 2, to GS-06, step 1.

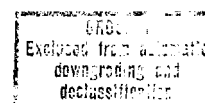
25X1A9a

SIGNED

25X1A9a

[REDACTED]
AC/AP/ORD/DD/S&T

EYES ONLY
~~SECRET~~



~~SECRET~~

25X1A9a

Subject: Recommendation for Promotion -
GS-05 to GS-06

RECOMMEND APPROVAL:
25X1A9a

[REDACTED]

7 APR 1971

Chairman, Special Panel, CSP

Date

APPROVAL:

25X1A9a

[REDACTED]

Director of Research and Development

Date

Distribution:

- Orig. & 1 - Addressee
- 1 - Special Panel, CSP
- 1 - ORD Personnel
- 1 - AP/ORD

AP/ORD/DD/S&T/jd (3486, 26 Mar'71)

~~SECRET~~